



FIRST THINGS FIRST

The right system for bright futures

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD NORTH PHOENIX REGIONAL PARTNERSHIP COUNCIL REGULAR MEETING MINUTES

1. **CALL TO ORDER:** The regular meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was held on January 12, 2010 at Cartwright Elementary School District in the Governing Boardroom; 3401 North 67th Avenue, Phoenix, Arizona 85033

Chairman Bill Adams called the meeting to order at 4:36 p.m. A brief welcome by Chair Adams took place.

Council Members in Attendance: Member Gina Montes; Member Elaine Ellis; Member Karyn Parker; Chair Bill Adams; Member James Emch; Member Mindy Zapata; Member Jenna Goad; Member Willette Watts; Member Connie Robinson joined the meeting at 4:51 p.m.

Council Members Not in Attendance: Sally Downing, Vice Chair

Quorum: Established.

Staff in Attendance: Brenda Tomlin, Regional Coordinator, Briggetta Hawks, Administrative Assistant, and Tony Zabicki, Finance.

2. **CONSENT AGENDA:** Member Elaine Ellis moved to approve the consent agenda items which included the November 8, 2009 regular meeting minutes and the December 8, 2009 regular meeting minutes, second by Member Willette Watts, all in favor, no discussion; motion carried.

3. **CALL TO THE PUBLIC:** Bruce Liggett, President of the Arizona Child Care Association introduced himself and advised that he was in attendance to advocate for better access and affordability on behalf of low-income families as it pertains to the ability to access quality child care. Mr. Liggett expressed his concern that there was not more money allocated to the access and affordability goal area by the North Phoenix Regional Partnership Council. Mr. Liggett indicated that he is now aware that the teen parent coordination strategy will incorporate child care tuition scholarships, but remains concerned that there are not other funds allocated to this goal area. In speaking to for profit and non-profit agencies across Maricopa County, the question they asked Mr. Liggett was how can the region with the most amount of money for emergency scholarships, the region that had the most number of providers and used up the money the fastest, not continue to support this? If the Council came up with an additional \$800,000 during this fiscal year, then why is that not a continuing effort? Mr. Liggett realized that there were tough decisions that the volunteer council had to make during their funding plan process and the many areas of service that the 2010 funding plan entails. Mr. Liggett advised the Council that the conditions that made the decisions around emergency funding still exist and are worse for families today. Mr. Liggett gave several statistics to the Council regarding the wait list for DES subsidy, and numbers of centers closing/losing staff. Mr. Liggett acknowledged that he was encouraged by the decision of the State Board in directing staff to put together a model for Access and Affordability that may address ongoing operational costs of early child care and education providers. Mr. Liggett asked the Council to consider two things:

Ask the agency's financial staff to determine what the current expenditure rate is across all regional strategies to determine if funds are available to spend in the short term for access and affordability.

As more information becomes available at the State level, have the Council consider buying in to further access and affordability strategies, more specifically, into scholarships. Mr. Liggett encouraged the Council to look at other regions and spend an amount that is comparable to what they are spending on access and affordability.

Mr. Liggett thanked the Council for their time. Chair Adams thanked Mr. Liggett for his information and asked that he forward the statistical data he quoted to Coordinator Tomlin for distribution to the Council.

Jackie Lewis, Early Childhood Center: Mrs. Lewis advised that although she did not know that Mr. Liggett was going to be at the Council meeting, she intended to back up what Mr. Liggett presented to the Council. Ms. Lewis has been in the child care business for 23 years and has come to the Council as an independent. Last year at this time she had 155 children. To date, she has 48% less. Ms. Lewis had twenty six (26) employees, and now has fourteen (14) with six (6) part-time. Ms. Lewis has quality infant care and has had that option for twenty plus years. Ms. Lewis is turning away infants because parents can't afford the care despite the rates not changing for over a year. Ms. Lewis is providing scholarships to pre-kindergarten children because they have been with her since infants. Ms. Lewis indicated that she knows that other regions are providing additional funding and she would like to be one of the recipients. Ms. Lewis was in the summer program that provided scholarships but it stopped August 31, 2009 which caused nothing but tears, letters from parents that did not know what to do and did not want to leave her program. Ms. Lewis is working with a blind mom in her program that has a special needs child and moved in with her parents as well as another parent with a special needs child to keep them in her program. Ms. Lewis has one more assessment before she is accepted into Quality First!, but is afraid that she will not have enough children enrolled to meet the requirements. One of Ms. Lewis's concerns is that she had to let staff go. She had a director that was with her program for twenty three (23) years, the infant staff has been with her for seven (7) years, and her kindergarten staff thirteen (13) years. Ms. Lewis was thanked by the Council for her concerns.

Family Friend & Neighbor Update: Vicky McCarty, Association of Supportive Child Care, Kith & Kin Program had the following update regarding North Phoenix Council funding: She reminded the Council they had funded nine (9) Family Friend and Neighbor group sessions in the North Region. **Current Challenges to program implementation:** Trying to develop partnerships with some of the sites across the region that they wanted to target. The Family, Friend and Neighbor Professional Development program has been in contact with many areas to include schools, faith-based settings, as well as community resource centers.. Ms. McCarty requested assistance from Council members to help her staff make further connections with certain schools and groups. The Family Friend & Neighbor program is currently in conversation with staff at the Richard E. Miller School, the Deer Valley School District, and will be talking to the Cardinals Academy to set up community sites to offer this program. The FF&N program is looking to the Council for insight and possible connections in New River. Ms. McCarty provided the Council with the following email address in case Members are able to assist with developing partnerships. vmccarty@ascc.org Ms. McCarty advised that professional staff is available to speak with any potential partnering agency if the Council can provide names. Chair Adams advised that the Council could not discuss or act upon Ms. McCarty's presentation but she is welcome to email Coordinator Tomlin with the concerns so that the information may be forwarded to the Council.

4. CRISIS PREVENTION RFGA REVIEW COMMITTEE RECOMMENDATION: Discussion and Possible Vote: Members Mindy Zapata and Elaine Ellis recused themselves from the discussion and vote.

Member Jenna Goad moved to go into executive session, second by Member Gina Montes, all in favor, no discussion, Council in executive session at 4:50 p.m.

Member Jenna Goad moved to go back into regular session, second by Member Connie Robinson, all in favor, no discussion, back into regular session at 5:05 p.m.

Member James Emch moved to accept the recommendations of the review committee, second by Member Gina Montes, all in favor no discussion, motion carried.

5. REGIONAL COORDINATOR'S REPORT: Coordinator Tomlin presented her update to the council which included the following:

New Executive Director: Rhian Allvin will start on February 16, 2010 and will be at the Chair/Vice Chair meeting on February 4, 2010.

The Smart Start Online Conference: will be on February 18, 2010 from 9:00 a.m. – 4:00 p.m., Council members are encouraged to take advantage of this training opportunity that will be held in the FTF Board Room.

Needs & Assets: A meeting was held on January 7, 2010 that Coordinator Tomlin attended on behalf of the Council as per their direction back in October. The process to obtain vendors involved having the proposals submitted to the State procurement office, and then a review committee made up of procurement staff, First Things First Staff, and community experts met and made the determination out of all the applicants who were qualified vendors. The Evaluation Team did some clarification with the potential vendors to make sure that they would be able to provide the report for all the regions within Maricopa County. Out of the review process, six (6) vendors were deemed qualified to provide services in Maricopa County. The qualified vendors were: MGT, a Florida-based research company in partnership with Children's Action Alliance, a local group; and Endvision in Utah; Applied Survey Research out of California; Southwest Institute For Families, a local company; Communities & Schools in Arizona; Linda Cannon & Associates who is local; and WhHolamy from Tucson. MGT was chosen as the vendor after careful consideration from all attendees at the January 7th meeting. All the Coordinators within Maricopa are presenting this information to their councils in the next couple of weeks. Once Councils are notified, a purchase order will be executed to start the process. Brenda will meet with MGT Staff to discuss the "additional items" that the Council wanted to cover in the report which may or not need the additional funds set aside. Coordinator Tomlin advised that she will give a full report once the follow-up is conducted. MGT has about six (6) months to complete the report. The Council will review several drafts, but the final draft will need to be approved in July by the Council and will go to the Board for their approval in August.

Contingency Planning: The Council needs to look at funding that North Phoenix is carrying forward from this year to next year that is in addition to the funding available to support the 2011 Funding Plan. The Council should consider if there are allocation changes that need to be made in order to meet the current needs of the community. This will be an agenda item at the next Council Meeting to allow for further discussion. Coordinator Tomlin reminded the Council that they have the option to allocate additional funding to existing strategies and or create new strategies. New strategies will need to go back through the process of being developed and presented to the State Board for their approval. If the Council feels that they want any additional funding to get out quickly, the funds will need to be designated to an existing strategy.

Miscellaneous: The Council was directed to the back of their packets where information was provided including an update on other Council activities which was a request from the Council.

Marketing: A presentation to the Board will take place at the end of this month. The Council will be updated once the information is available.

6. GRANTEE QUARTERLY REPORTS: A sample Grantee Quarterly Report was provided in the Council packet. This form is a requirement of First Things First for the grantees to fill out quarterly. Coordinator Tomlin asked for Council's feedback on the items they would like to see reported on so that the information can be compiled and presented to the Council at a later date. The Council indicated that they would like information on dollars spent and how the grantees perceived their projections, the date program started, the date approved by the State Board, start date of the grant, and turnover rate in each program. Member Robinson requested some sort of an evaluation process where Members can review information and sign off on it. The Council indicated that they would like the cost reimbursement/financial

information, and the information on performance measures for each grantee as this would help them in thoroughly evaluating grantee performance.

Handouts for the following strategies were provided to the group and are attached to these meeting minutes: T.E.A.C.H., Home Visiting Program, Parenting Kits, Birth to Five Helpline, and Food Boxes.

7. TEEN CARE COORDINATION: A draft of this strategy was provided in Council packets. The Teen Care Coordination strategy is being developed in order to provide scholarships to teen parents, as well as to wrap around other family support services that could include resource information and referral, mentoring/incentives to encourage the teen parents to stay in school, and transportation. In order for this strategy to go out in an RFGA, it must be completely developed, approved by the Council, and presented to the State Board for approval prior to the scope of work being developed and published in an RFGA. Coordinator Tomlin requested help from Council members to further develop this strategy. Coordinator Tomlin and Member Emch will have a conversation to better word the transportation and "enrolled in a quality setting" portions of this strategy. It was the decision of the Council to revisit this strategy after the draft is refined.

8. ADDITIONAL FAMILY SUPPORT STRATEGY DISCUSSION AND POSSIBLE VOTE: The consensus of the council was to table this item in lieu of the Contingency Planning conversation that will take place at the next meeting.

9. COUNCIL UPDATES: None

10. NEXT COUNCIL AGENDA ITEMS: Contingency Planning, Council Updates, and Marketing Updates, Carry Forward Funds, Access and Affordability, and the Teen Care Coordination Strategy if defined. The Council would like Senior Staff available to discuss the Access and Affordability strategy if available/appropriate.

a. **Next Meeting:** February 9, 2010; 4:30 p.m. Washington Elementary School District Board Room

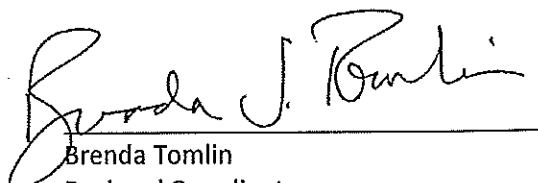
11. ADJOURNMENT: Member Connie Robinson moved to adjourn, second by member Jenna Goad, all in favor, no discussion, and meeting adjourned at 6:30 p.m.

Respectfully Submitted


Approved



Briggetta Hawks
Administrative Assistant


Brenda Tomlin
Regional Coordinator

Council Approval:



Bill Adams
Chair